PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS AT THE COURTHOUSE IN SUNDANCE, CROOK COUNTY, WYOMING

TUESDAY, MARCH 3, 2015

8:00 o'clock a.m. Present were Chairman Kelly B. Dennis, Vice-Chairman Jeanne A. Whalen, Member Steve J. Stahla and County Clerk Linda Fritz.

The Pledge of Allegiance was recited to the Flag.

The minutes from the previous meetings were approved.

Mary Kuhl, County Treasurer, Jeff Hodge, County Sheriff, Theresa Curren, County Assessor, Tina Wood, Clerk of District Court and Joe Baron, County Attorney were present to go over items of interest within their departments. Also present was Jill Mackey, County Library Director.

Theresa Curren, County Assessor: Currently advertising for a full-time Field Appraiser. Application deadline is March 17, 2015. Theresa is going over 2014 reviews to make sure they are correct and entering new reviews. Personal Property and Oil and Gas renditions due by March 1st. Theresa is entering these changes into the CAMA system. Harris and Department of Revenue are working on an issue with Oil and Gas personal property module. Theresa is hoping to have it resolved before Notice of Assessments are mailed in April. Trudy is finished with 2014 property transfers and is working with Max Masters on ag counts and property splits. Trudy is also working on 2014 sales verifications for the Assessor's market analysis. Once all reviews are entered, properties are transferred, sales verifications are done and personal property and oil and gas renditions entered, then Theresa will start the market analysis for valuing Crook County properties.

Tina Wood, Clerk of District Court: The new Supreme Court Administrator, Lily Sharp, came to the CDC Association meeting and we discussed with her all the issues that we are having with the computer system. She is taking a very active lead in the discussions with the vendor. I had the opportunity to present to the WCCA on behalf of the CDC Association on what our office duties are. The preservation project is moving along. Approximately 800-1200 images are done every day. I had to purchase a new scanner as the old one had over 217,000 images and quit working.

Mary Kuhl, County Treasurer: February was a busy month with vehicle registration renewal. We processed 7,156 transactions in Feb. which included property taxes, sales tax, vehicle registration, cash receipting and mobile machinery. 3,200 of those transactions were processed the last week of February. Total receipts were \$1,905,431.00 and Disbursements including county, boards, towns and schools were \$1,880,801.0. Explanation of the sales tax exemption for hauling exempt commodities and the process for the WY Dept. of Revenue to review those exemptions. Worked with the Wildfire, Tri-Power, Wold Energy companies to resolve an outstanding tax lien and payment amount received from them in conjunction with the county attorney. Legislative issues in Cheyenne that the Wyoming County Treasurer's Association have been involved in are bills that would affect the tax sale process and registration fee calculation on house trailers. Upcoming in March we have a commercial vehicle registration deadline at the end of the month. We also hope to have an opportunity to purge some records from the vault storage area in accordance with the WY record retention schedule. We have 8 tax sale redemptions scheduled for March to redeem and bring current past land taxes that have gone through the tax sale process. The Treasurer's Office staff will be involved with an ongoing leadership development and team building workshop with PACE.

Jeff Hodge, County Sheriff: Jail Report, new Forest Service Agreement to be signed, discuss insurance deductible (change from \$5000 to \$1000 per month?), contract with City of Moorcroft has been signed, Sheriff's Office has switched to WyoLink (working on others), E911 update, looking in to replacing voice recorder system, Double Star has started working on installing a server and internet access.

Linda Fritz, County Clerk: Health insurance rate increase, microfilming of the 2014 records is complete, Trudy started working in the mornings to do the digitalization of records project, changed when accounts payable is due, Road Trust Account has an outstanding check I am trying to get cleared up, will be working on getting the budget work sheets out, Circular A133 is complete, reviewing the special district election laws, meeting with Assurity Insurance on the 5th and we had a high volume of recordings.

Joe Baron, County Attorney: The county attorney told the board he had been monitoring legislation that affects the county, is the President of the Wyoming Association of County Officers and working on WACO matters, wrapping up the closing of the Juvenile Services Board due to a lack of funding, working on several road matters, advising county officers and boards and prosecuting criminal cases.

The following bills were paid:

Total Wages		161,965.02
CLAIMANT	<u>PURPOSE</u>	<u>AMOUNT</u>
		<u>ALLOWED</u>
AFLAC	Insurance	1372.03
Blue Cross Blue Shield of Wyoming	Health Insurance	51006.95
Col. Life & Accident Ins. Co.	Insurance	48.07
Crook County Payroll Tax Account	Withholding & Social Security	53295.27
Great-West Trust Company, LLC	Deferred Compensation	925.00
NCPERS Wyoming	Life Insurance	192.00
New York Life Insurance Company	Life Insurance	631.03
VSP	Vision Insurance	667.94
WY Department of Workforce Services	Worker's Compensation	2692.03
Wyoming Retirement System	Retirement	34481.10
Wyoming Educator's Benefit Trust	Life Insurance	179.14
Alsco/American Linen	Shop Towels, Dust Mops & Coveralls	227.33
Applied Concepts, Inc.	Counting Units	6037.50
AT & T Mobility	Cell Phone	1164.36

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	T. 6	
Bearlodge Engineering & Surveying	Plat Copies	33.00
Becky Tinsley	Mileage	78.20
Big Horn Tire Inc. Black Hills Chemical Co	Batteries & Tires Floor Finish	1430.68
Cenex Fleetcard	Fuel	390.00 19.03
Centurylink	E911 Charges	51.93
City of Gillette	Water	6.00
City of Sundance	Water	771.94
Collins Communications	Field Labor & Install Sheriff Equipment	2200.00
Combined Laboratories Facility	Tests	102.00
Contech Engineered Solutions LLC	Arch	2702.50
Contractors Supply Inc.	Parts	706.65
Corner Market	Groceries	92.25
Croell Redi-Mix	Road Base, Salt, Sand, Gravel & Concrete	9165.29
Crook County	Employer Paid Benefits from Grants	3265.14
Crook County Medical Service Dist.	Physical	71.00
Crook County Senior Services	County Funding	1666.67
Custom Auto & Truck	Oil, Filters, Parts	4990.44
Custom Cage	Modify Partition & Install Gun Rack	730.00
Dakota Business Center	Monthly Maintenance	89.40
Daly & Sorenson, LLC	Court Appointed Attorney Fees	589.00
Decker's Market	Groceries & Supplies State Vehicle Rental	141.08 192.00
Department of Health Diehl's Supermarket	Groceries	115.22
DOT/FHWA	WY Flap 129 Sand Creek Road Project	17187.97
Double Star Computing	Onsite Computer Service, Battery, Server	3356.95
Empire Ranch, Inc.	Water Access	500.00
Environmental Systems Research Inst.	Arcpad Maintenance	82.88
Farmers Co-op Assoc	Fuel	12058.84
Fisher Sand & Gravel	Base Course & Rip Rap	5462.12
Fleetpride	Pliers & Hand Truck	145.71
Galls, An Aramark Company	Nameplate Engraving	49.80
Gari G Gill	Snow Removal, Mileage, Fire Meeting Groceries	462.79
Gearhart Fuel & Repair, Inc.	Fuel, Battery Installation	532.97
Gundy's Repair	Maintenance Contract	2092.42
H.L. Flake	Electronic Lever Set, Code Lock, Door Latch Parts	340.40
Heartland Communications Group Inc.	Farm Equipment Guide & Construction Guide	175.00
Hulett Booster Club	Post Prom Donation	100.00
Hulett Hardware	Parts	121.33
Industrial Communications & Electronics Inc	E911 Equipment & Install	871.00
Jack's Truck & Equipment	Lamp Assembly	88.64
Jeanne Whalen	Mileage	405.38
Joseph Michael Baron	Mileage, Mouse, Board Training Supplies, Gas	222.13
Joshua Idler	Snow Removal	162.00
Kathy Drentlaw	Markers	16.57
Kimball Midwest	Parts	812.04
Leo Riley & Co	Board Training Presentation Fees	550.00
Lisa Finkey M & M Cabinet Making	Court Appointed Attorney Fees Lane Markers	824.70 900.00
M & P Auto Body	Paint, Materials & Refinish, Prep & Paint Fender	772.55
Max Robert Masters	Mapping Contract & GIS Consulting	3000.00
Menards-Rapid City	Parts	104.34
Midwest Cancer Screening	Pap Smear Tests	58.45
Moorcroft Post Prom	Post Prom Donation	100.00
Mullinax Coal Sales	Coal	548.50
National Assoc. for Court Management	Dues	125.00
Neve's Uniforms & Equipment	Pants & Shirts	233.67
Newcastle Fire Suppression LLC	Annual Extinguisher Inspection	915.90
Northern Wyoming Mental Health Center Inc	MMPI-RF2	300.00
Office Ally	Non Participating & Gov Claims	19.95
Office of State Land & Investments	Pump Parts	820.93
Paetec	Telephone	196.62
Peggy Boardman	Jail Supplies	40.06
Peggy Turbiville	Uniform Alterations	8.00
Pitney Bowes Global Financial Services LLC	Postage Machine Leasing Charges	414.66 500.00
Pitney Bowes Purchase Power Plainsman Printing, Inc	Postage Name Plate & Division Sheet	58.39
Powder River Energy Corp.	Electricity	4015.44
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Dowder Piver Office Supply Inc	Sumplies	557.55
Powder River Office Supply, Inc.	Supplies J Base	5960.63
Quality Agg & Construction, Inc. Quik Signs	Decals for Vehicle & Artwork Share	318.58
Quill Corporation		158.45
	Supplies	344.37
Randy Bury	Mileage	
Range Telephone Cooperative, Inc.	Telephone & E911 Charges	4710.90 1218.00
Regional Health Ricoh USA, Inc	Morgue Use	
Rosencranz Construction	Copier Contract	862.90
	Footing for Bridge	3410.00
RT Communications	Telephone & E911 Charges	856.95
Sara Fleenor	Ticket Reimbursement & Coffee	216.93
Schelldorf Ranch	Water Source Access Agreement	500.00
Security Insurance Agency Inc.	Position Bond Premium	348.00
Sheila Hansen	CPR/AED/First Aid Cards	36.00
Sundance Dillon's Hardware Inc	Supplies	432.55
Sundance Electric Inc.	Electrical & Lighting	110.99
Sundance Equipment Company	Handle & Oil	201.21
Sundance Post Prom	Post Prom Donation	100.00
Sundance State Bank	Direct Deposit Fees	6.54
Sundance Subway	Food	380.50
Sundance Times	Subscriptions, Ads & Legal	1123.75
Theresa L Curren	Mouse & Course Reimbursement	156.15
Titan Machinery	Double Drum	831.10
Tongue River Communications	Monthly Cable Service	66.00
Top Office Products, Inc.	Copy Charge	203.21
Tower Valley Ag Supply	Fuel, Softener, Tire Service Work	224.22
Town of Hulett	Water	54.80
Town of Moorcroft	Water	63.00
Tracy Motor Company	Supplies & Parts	545.72
University of Wyoming Extension	2nd Quarter Salary	5995.50
UNUM	Disability Insurance	279.15
Urbin Law Office, LLC	Court Appointed Attorney Fees	548.05
UW Ag Communications & Tech	Adobe in Design	119.35
UW Extension	Car Pooling	1613.70
Vilas Pharmacy	Supplies	18.15
Visa	Fuel, Meals, Travel Expenses, Supplies, Dues	4504.86
Walmart Community/GECRB	Cards & Sandwich Bags	17.91
Western Stationers	Supplies	52.94
Woody's Repair	Service & Inspection	192.25
WPCI	Drug Screen	28.50
WY County & Prosecuting Attorneys Assoc.	Annual Dues	200.00
WY Department of Transportation	Project Expenditures	145.21
WY Department of Workforce Services	Workers Compensation-Firemen	439.56
WY Retirement System	Fireman's Retirement	237.50
WYDOT Motor Vehicle Division	New Plate	5.00
Wyoming County Commissioners Assoc.	Registration Fees	75.00
Wyoming Department of Workforce Services	Unemployment Benefit Charges	2.28
Wyoming Fire Chiefs Association	WY Fire Chiefs Association Dues	100.00
Wyoming Machinery Company	Parts & Labor	9759.37
		41.00
Wyoming State Bar	Directory Annual Pural Firamen's Assoc Dues	
Wyoming State Fire Advisory Board	Annual Rural Fireman's Assoc. Dues	300.00
Wyoming State Firemens Assn.	WSFA Dues	50.00
Wyoming State Forestry Division	Emergency Fire Suppression Premium	10214.27
Total		463176.84

The following monthly collections were collected:
County Clerk \$15,414.25
County Sheriff \$11,867.00
Clerk of District Court \$1,931.92
Public Health (January) \$6,820.85 Clerk of District Court Public Health (January) \$6,820.85

Mary Kuhl, County Treasurer, submitted the following monthly report of receipts and disbursements for month end February 2015:

Total Receipts		\$1,905,431.00
Disbursements:	Towns	\$8,814.42
	County Boards	\$299,887.69
	State & Local School	\$733,647.44
	DOT/DOR/Rebate	\$278,899.08
	Redemption/S. Park	\$4,066.37
	Total	\$1.325.315.00

On May 5, 2015 at 2:00 o'clock p.m. in the Commissioner's Room at the Courthouse in Sundance, Wyoming, the Board of Crook County Commissioners will be accepting requests for Twenty-Four Hour Special Malt Beverage Permits and Twenty-Four Hour Special Catering Permits for biker rally week. Applications may be obtained from the Crook County Clerk's Office. The application and fees must be returned to the Crook County Clerk by or before April 27, 2015 at 5:00 o'clock p.m.

In August 2015, the Board of County Commissioners will hold their regular meeting on Monday, August 3rd and Tuesday, August 4th, 2015, due to the motorcycle rally.

Steve moved to approve a Cooperative Law Enforcement Agreement Between the Crook County Sheriff's Office and the USDA, Forest Service Black Hills National Forest. Jeanne seconded, all ayes, motion carried.

Morgan Ellsbury, Road and Bridge Foreman and Randy Gill, Facilities Maintenance Foreman, gave monthly reports.

Jeanne moved to approve an Agreement for Installation of Cattleguard on County Road #108. Steve seconded, all ayes, motion carried.

Steve moved to transfer funds as follows: Pursuant to Wyoming Statute 16-4-112, notice is given that a Resolution has been proposed to transfer \$103,195.46 from Unanticipated Revenues to Department #35, the Haul Road Restoration Budget, Pipeline Damages Reimbursement Line, due to having received reimbursement for damages on County Roads. Notice is further given that a hearing of the Board of Crook County Commissioners of Crook County, Wyoming will be held on April 7, 2015 at 8:00 o'clock a.m. to consider such proposed resolution. Jeanne seconded, all ayes, motion carried. Also present was Joe Baron, County Attorney.

Adjourned for lunch at 12:07 o'clock p.m.

1:00 o'clock p.m. Present were Chairman Kelly B. Dennis, Vice-Chairman Jeanne A. Whalen, Member Steve J. Stahla and County Clerk Linda Fritz.

Jill Mackey, County Library Director, gave a monthly report. The Board tabled the appointment of a Library Board Member until Wednesday, March 4th. Becky Tinsley, County Public Health Nurse Manager, gave a monthly report. Tina Wood, Clerk of District Court, discussed the Council of County Services Tripartite Board. No applications were received for the open board position. Carolyn Fowler, Secretary, Crook County Fair Board, gave a monthly report. Also present were Sandi Kellogg and Ted Rosencranz, Members, Crook County Fair Board, Joe Baron, County Attorney, Randy Gill, Facilities Maintenance Foreman and Mary Kuhl, County Treasurer.

Jeff Mengenhausen, CEO of Crook County Medical Services District, introduced himself to the Board. Also present were Sandy Neiman, Trustee, Crook County Medical Services District, Joe Baron, County Attorney and Mary Kuhl, County Treasurer.

Present for the public hearing for changes made to the Crook County Minor Subdivision Regulations were Tim Lyons, Growth and Development Administrator, Roger Connett, Member, CCLUP&ZC, Joe Baron, County Attorney and Sarah Pridgeon, The Sundance Times. Jeanne moved to approve the amended Crook County Minor Subdivision Regulation. Steve seconded, all ayes, motion carried.

Tami Baron, Member, Crook County Library Board and Jill Mackey, County Library Director discussed a new position at the Library. Jeanne moved to make the following board appointment:

Robert P. Smith-Member, Crook County Library Board, to fill an unexpired term, which expires June 2017 Steve seconded, all ayes, motion carried.

Doug Wilson, Chief Information Officer, Powder River Energy Corporation gave an update on their activities.

Mark Hughes presented a diagram of a possible option to have the football field by the rodeo arena. Also present were Joe Baron, County Attorney and Randy Gill, Facilities Maintenance Foreman.

The meeting adjourned at 4:47 o'clock p.m.

Wednesday, March 4, 2015

8:00 o'clock a.m. Present were Chairman Kelly B. Dennis, Vice-Chairman Jeanne A. Whalen, Member Steve J. Stahla and County Clerk Linda Fritz.

The Pledge of Allegiance was recited to the Flag.

Warren Oyler, Resident Engineer and Scott Taylor, District Construction Engineer, Wyoming Department of Transportation (WYDOT), gave an update on bridge and road projects. Also present were Melanie Wilmer, Road & Bridge Secretary and Joe Baron, County Attorney.

Theresa Curren, County Assessor, presented tax roll additions and rebates. Jeanne moved to approve the following tax additions and rebates: 2014-0538; 2014-1074; 2014-0519; 2014-0373; 2014-1073; 2014-0504; 2014-0581; 2014-0760; 2014-0992; 2015-0103; 2014-0760; 2015-0030; 2014-1086; 2015-0049; 2014-0718; 2014-0719; 2014-1029; 2012-0721; 2012-0723. Steve seconded, all ayes, motion carried. Also present were Mary Kuhl, County Treasurer, John Boeh, Assistant Manager in the field for Wyoming Receivership and Joe Baron, County Attorney.

Gari Gill, County Fire Warden gave a monthly report. Also present were Melanie Wilmer, Road & Bridge Secretary and Joe Baron, County Attorney.

Mack Erickson, Public Works Director, City of Sundance and Randy Gill, Facilities Maintenance Foreman discussed the storm drainage that will be installed for the Elementary School by the Fair Property. Morgan Ellsbury, Road and Bridge Foreman, gave a monthly report. Discussion was also held on the Kendrick Expansion Project. Jeanne moved to sign an Authorization for Inclusion of Crook County Roadways in the Proposed Kendrick Expansion of the Ross ISR Project, Permit No. 802. Steve seconded, all ayes, motion carried. Discussion was held on the feasibility grant study application for D Road #68. Morgan discussed the bridge on Killion's up Inyan Kara Creek Co. Rd. #9. Also present were Ralph Knode and Mike Griffin, Strata Energy, Inc., Gari Gill, County Fire Warden, Joe Baron, County Attorney, Melanie Wilmer, Road & Bridge Secretary and Tim Lyons, Growth and Development Administrator.

Adjourned for lunch at 12:11 o'clock p.m.

1:00 o'clock p.m. Present were Chairman Kelly B. Dennis, Vice-Chairman Jeanne A. Whalen, Member Steve J. Stahla and County Clerk Linda Fritz.

Tim Lyons, Growth and Development Administrator, gave a monthly report. Also present were Dennis McGirr, Member, CCLUP&ZC, Terry Lee, Superintendent, Keyhole State Park, Clinton Streeter and Wayne Garman, Supervisors, Crook County Natural Resource District (CCNRD), Jessica Weinman, Facility Manager and Rene Ohms, Acting Superintendent, Devils Tower National Monument, Steve Kozel, District Ranger, U.S. Forest Service, Cindy Larom, Bureau of Reclamation (per conference call), Linda Tokarczyk, Rare Element Resources, Mary Garman, Rick Miller, Field Manager, BLM and Joe Baron, County Attorney.

The following people gave an update on items of interest within their departments: Cindy Larom, Terry Lee, Steve Kozel, Rene Ohms, Rick Miller, Linda Tokarczyk and Wayne Garman.

Jeanne moved to sign a comment letter on the Northern Long Eared Bat. Steve seconded, all ayes, motion carried.

Jeanne moved to approve a bond for Frank Hawken, Treasurer, Crook County Weed & Pest Control District. Steve seconded, all ayes, motion carried.

Jeanne moved to sign a letter of approval to add Carol Stutzman and Randy Bury to the Public Health's credit card. Steve seconded, all ayes, motion carried.

Present for the informational session on the proposed name change to Devils Tower were Wayne Garman, Supervisor, Crook County Natural Resource District (CCNRD), Jessica Weinman, Facility Manager and Rene Ohms, Acting Superintendent, Devils Tower National Monument, Linda Tokarczyk, Rare Element Resources, Mary Garman, Terry Lee, Superintendent, Keyhole State Park, Pam Thompson, Trustee, Crook County Museum District, Sarah Pridgeon, The Sundance Times, Joleen Hart, Member, Crook County Promotion Board, Devin Traff, Wyoming Board of Geographic Names (per conference call), Louis Yost, Matthew O'Donnell and Jennifer Runyon, U.S. Board of Geographic Names (per conference call), Tina Wood, Clerk of District Court, Tim Lyons, Growth and Development Administrator and Joe Baron, County Attorney. Discussion was held as to the most productive form of media that could be used to illicit feedback from the general public.

Pam Thompson, Trustee, Crook County Museum District asked the Board to sign a letter of support from the Commissioners for a grant for Old Stoney. She also asked for the Board's permission to re-side the Aladdin Community Building. They have applied for grant funding to do the project, but need the Board's permission since it is a County owned building. Jeanne moved to sign a letter of permission for the Aladdin Homemaker's Club to re-side the Aladdin Community Building. Steve seconded, all ayes, motion carried. Jeanne moved to sign a letter of support for the Crook County Museum District in their application for a grant. Steve seconded, all ayes, motion carried. The District also got the Board's permission to have movies projected onto the west side of the Courthouse buildings on Tuesday nights from May 26-July 28. Also present were Randy Gill, Facilities Maintenance Foreman, Morgan Ellsbury, Road and Bridge Foreman, Joe Baron, County Attorney and Sarah Pridgeon, The Sundance Times.

Bonita Carlson, Crook County Juvenile Services, addressed the Board about the CCJS program that has run out of funding. Owen Mathews and Amber Mathews expressed their support for the CCJS program. Also present were Gari Gill, County Fire Warden, Tina Wood, Clerk of District Court, Joe Baron, County Attorney and Sarah Pridgeon, The Sundance Times.

The Board discussed the sale of County property for the football field to be built on and they have decided they are not interested in selling County property.

The meeting adjourned at 4:50 o'clock p.m. to meet in regular session on April 7 and 8, 2015 at 8:00 o'clock a.m., in the Commissioner's Room at the Courthouse in Sundance, Wyoming.

Kelly B. Dennis, Chairman	Jeanne A. Whalen, Vice-Chairman Attested:
Steve J. Stahla, Member	Linda Fritz, County Clerk